

## NETWORK 2 WELLNESS PROGRAM POLICY

1. PURPOSE: To delineate the policy, responsibility, and program structure for the VA Healthcare Network Upstate New York Network Wellness Program. To establish a consistent process to promote quality wellness programs and opportunities for patients and employees within the VA Healthcare Network Upstate New York.

2. POLICY: Network Wellness Council has been established to support a philosophy of wellness for patients and employees in VISN 2 and to ensure that wellness and prevention are consistent with the Network Strategic Plan and goals. Network Wellness is a subgroup of the Network Education Council and consists of the Network and local wellness groups.

3. RESPONSIBILITY:

a. The Network Education Council provides direction and oversight responsibility for the Network 2 Wellness Council.

b. The Network 2 Wellness Council chairperson will:

1. Collaborate with the Network 2 Education Learning Officer in developing policies and processes to meet strategic operational plans, mission, and vision of the Network 2 Wellness Council. Serve as a consultant to Network management and clinical staff in the areas of wellness and prevention.

2. Guide the Network 2 Education Council in the review, planning, implementation and evaluation of all Wellness education and programs.

3. Support the facilities in Network 2 in providing wellness/exercise programs such as healthy food choices, education regarding diet and exercise, and developing incentive systems for patients and employees.

c. The Network Wellness Council will:

1. Develop, implement, maintain and evaluate Wellness education and programs in Network 2.

2. Collaborate with Network 2 Partnership Council in the development of wellness goals as appropriate.

3. Maintain appropriate Wellness Council representation.

4. Develop and coordinate the implementation of a Network Wellness Program that meets customer needs and complies with VHA, JCAHO, CARF and other accrediting bodies.

5. Follows established Network 2 PHE policies, structures and processes as they relate to Network-wide patient education wellness programs.

6. Submit regular reports to the Executive Leadership Council (ELC) through the Network Education Council (NEC).

7. Effectively and efficiently utilize Network resources to meet patient and employee wellness/prevention needs.

8. Develop collaborative relationships with National Center for Health Promotion and Disease Prevention (NCP).

9. Network 2 Wellness Council membership includes but is not limited to:

a. Representatives from each of the following VA facilities:

Albany  
Bath  
Canandaigua/ROPC  
Syracuse  
VA WNY Healthcare System

b. Representatives from the following Specialty areas:

Education  
Patient Education  
Occupational Health  
Workers Compensation  
Safety  
VA Volunteer  
Physical Medicine & Rehabilitation  
Planetree

c. Union Representation

d. Preventive Medicine Consultant

9. Each facility and local management will:

a. Assure local application of this policy.

b. Monitor the effectiveness of wellness/prevention programs.

c. Present a status report to Network 2 Wellness Council.

d. Ensure that wellness/prevention programs comply with the education requirements of JCAHO, CARF, VHA Headquarters and VISN 2.

#### 4. PROCEDURES:

a. Network 2 Wellness Council will:

1. Perform its duties in accordance with the established mission of the Veteran Health Administration (VHA).

2. Accomplish its responsibilities through the Network Education Council and in collaboration with facility wellness/prevention programs.

3. Meet monthly.

4. Reach decisions through consensus or in selected instances through voting by the council members.

5. Maintain minutes of the monthly meetings.

c. Local Wellness Committees will:

1. Perform its duties in accordance with the established mission of the Veteran Health Administration (VHA).

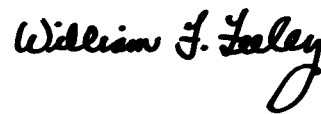
2. Accomplish its responsibilities through the Network.

5. REFERENCES: V2 Patient Education Program Policy, 10N2-159-02, Education Council Policy, 10N2-18-03.

6. RESCISSIONS: None.

7. FOLLOW-UP RESPONSIBILITY: Author: Pamela Chester, 585-393-7278, The Network Wellness Council.

8. AUTOMATIC RESCISSION DATE: January 14, 2008.



WILLIAM F. FEELEY  
Network Director

DISTRIBUTION: Network 2 Medical Centers  
Network Care Line Managers  
VISN 2 Network Web Site